Youth Grants for Excellence Application Evaluation Form
Used by Commission Staff to determine Grant Recipients

Name of Library: _____

Application is for an "area of focus" (circle one):   Encourage   Early Childhood   Other
                                                 Creativity   Reading Programs

Check all that apply:

A. **Demonstrated compliance with specified conditions and instructions**:

_____ Specified the project title.

_____ Specified the grant amount requested.

_____ Indicated the library name, address, telephone, fax, e-mail, and director. Specified the project coordinator and included an original signature of the individual fiscally responsible for the project.

_____ Specified the total budget for the project.

_____ Indicated the youth service need(s) on which the project is based.

_____ Provided a goal or goals for the project.

_____ Provided a description of program or activities that will be employed to achieve the goals and objectives.

_____ Specified a detailed timeline for completion of the project.

_____ Described the support and involvement from other partners, if any. Specified financial support expected (local match is required), as well as in-kind support of materials and human resources.

_____ Shared any additional ideas, suggestions, or information that need to be taken into consideration.

_____ Listed all the consortium members and partners if appropriate.

B. **Demonstrated adherence to the purpose of the grant**:

Yes or No

Comments:

C. **Demonstrated that scheduled activities will implement the project effectively**:

Yes or No

Comments:

D. **Demonstrated a detailed budget with a detailed narrative and timeline that will lead to an effective project**:

Yes or No

Comments:

E. **What is the number of youth to be impacted by this project**:

Comments:

F. **Demonstrated local support, involvement, partnership building, and cooperative participation, as applicable**:

Yes or No

Comments:

G. **Demonstrated that at least one outcome of the project indicates a change of specific attitudes, behaviors, knowledge, and/or abilities of the target audience based on an identified need(s):**

Yes or No

Comments:

H. **Demonstrated the inclusion of the design and use of evaluation tools that will help to indicate whether the project has changed the attitudes, behaviors, knowledge, and/or abilities of the target audience and provided at least a description and/or example of the type of evaluation tools that will be used with this project**:

Yes or No

Comments:

Finally, on a scale from 5 to 1 with the grades as follows:

5—Definitely should be funded

4—Probably should be funded

3—Clarification needed before recommendation given

2—Probably should not be funded

1—Definitely should not be funded

Rate this grant application:

____ and why it was rated with that number?